

**Office of Small Credit Union Initiatives
Free Credit Union Workshop**

Registration and Reimbursement Form

December 9, 2006 Peabody, MA

Please use one registration form per attendee, complete additional email forms if needed.

MR.

MS.

Name/Title

Credit Union Name

Address

City

State

Zip

Email Address

Charter No.

Asset Size.

Phone

Fax

May we include your contact information with other workshop participants?

Yes

No

Complete the section below, to request travel reimbursement

Estimated Travel Expenses:

Round Trip Miles

Air Fare \$

Lodging Reimbursement?

Yes

No

The first ten (10) requests, based on need, per workshop will be honored. Only requests received by September 29, 2006 will be considered. Maximum reimbursement per credit union is \$150. Reimbursement will be processed following the workshop and upon receipt of a signed travel voucher along with supporting expense documentation. Reimbursement forms must be submitted no later than 30 calendar days after the workshop. Only credit unions with the criteria listed below are eligible:

- * under \$10 million in assets, or
- * chartered less than 10 years, or
- * low-income designated.

A notice confirming your workshop registration and providing additional information will be sent within 3 business days to the e-mail address you provide. If you don't receive it, please call (703) 518-6656.

Workshop Location and Hotel Accommodation Information

Holiday Inn Hotel & Suites Peabody
1 Newbury Street
Peabody, MA 01960
(978) 535-4600
8:00 a.m. to 3:00 p.m.

Request the NCUA room block rate. Room block rate expires September 29, 2006.

Note: Participants are financially responsible for their own accommodations.

This form may be filled out on-line then submitted either by e-mail or printed out then faxed. **Registration closes on October 13, 2006.**

Print Form and Fax to 703-518-6619

Submit By E-Mail